

Sullivan County NH

Type of meeting: Board of Commissioners Executive Session Meeting

Minutes – Per RSA 91-A:3.II.d. Pending Contract Issue

Date/Time: Thursday, April 16, 2009; 4:16 PM

Place: Unity NH – County Complex, Sullivan County Health Care (SCHC) Facility, 1st Floor, Frank Smith Living Room.

Attendees: *Commissioners* Jeffrey Barrette - Chair, Bennie Nelson – Vice Chair and Ethel Jarvis - Clerk; Greg Chanis – County Administrator; Ross L. Cunningham – Department of Corrections (DOC) Superintendent; Ken Holmes – North Branch Construction; and Sharon Johnson-Callum (minute taker).

Agenda Item No. 3.d. Executive Session Per RSA 91-A:3.II.d. Pending Contract Discussion

4:16 Motion: to go into executive session per RSA 91-A:3.II.d. to discuss a pending contract.

Made by: Jarvis. Seconded by: Nelson.

Those in Executive Session are: the three Commissioners, County Administrator, Supt. Of Corrections, Ms. Johnson-Callum and Ken Holmes of North Branch Construction – the new Community Corrections Center Construction Manager.

Roll call vote: All in favor.

The group discussed using SMP Architecture on the new construction for the Community Corrections Center, and Mr. Chanis distributed a copy of the SMP proposal [Appendix G]. SMP is currently working on the remodeling of the old jail. Pro's of using SMP include: currently on location, familiar with the layout of the entire project and facility. Mr. Holmes indicated he read through the proposal, finds it agreeable and just has a couple questions for SMP. Commissioner Barrette noted he read through the SMP proposal and feels it makes sense. Mr. Chanis concurred the scope of service is what they were hoping for, but does not have experience regarding the fee, so referred that to Mr. Holmes. Mr. Holmes noted, a couple years ago the range would have been in the 7-9% range, today it's in the 6-7% range, which SMP is within. Mr. Holmes noted SMP outlines efficacies and advantages, which he concurs with; his company has worked with SMP and considers them an excellent firm. Mr. Chanis noted one of the landscapers SMP uses is from Newbury and has worked on many things around the facility. The group briefly discussed how SMP calculated the 6.75% of 3.4 million dollar amount; priced based on percentage of construction cost; 5.5 minus their cost, their furnishings, 6.75 based on hard construction.

At this point, SMP representatives, Eric Palson AIA President, Chris Lizotte AIA, NCARB Vice President, and Anthony Mento Senior Designer / Project Manager, were invited into the Executive Session.

A PowerPoint presentation of the proposed remodeling of the current jail was shown, along with highlights where the CCC building could be located on the site. As they are on site, this could save the County 1 ½ months. They could rough out schedule. Commissioner Barrette noted the Board can react quickly, they have a firm grasp on needs and as long as it stays within budget they are happy. Barrette pointed out the project is in the 4.5 million range vs. the amount SMP proposal noted.

Lizotte feels the County's budget seems healthy; though new building durable; it's not made out of masonry, which drives costs up and takes longer to build vs. wood construction; County has a hefty contingency for miscellaneous. Mr. Holmes concurred the County budget looks good as it pertains to the new wing. Mr. Holmes questioned SMP about the DD Scope, soil borings and geo tech support; will be done within concept of Supt. Design costs? Lizotte concurred. Commissioner Barrette wants the new building to be a lighter brighter space, so that when an inmate approaches, they see the building they are entering vs. programming building, which provides incentive to improve. Commissioner Nelson noted they want good curb appearance viewed from the nursing home, also. Mr. Mento noted SMP could update the 3-D computer model to show how it will look from the nursing home.

5:26 The SMP team left the room.

Mr. Holmes noted he saw no surprises. Mr. Chanis and Cunningham are comfortable with SMP and their proposal.

The Board and Chanis decided to schedule an Executive Session during tomorrow's meeting to discuss further the Boards' decision, and he'll draft a motion for them to discuss waiving bid process.

5:29 Motion: to come out of Executive Session.
Made by: Jarvis. Seconded by: Nelson.
Voice vote: All in favor.

Respectfully submitted,


Ethel Jarvis, Clerk
Board of Commissioners

EJ/s.j-c.

Dated: 5-7-09